



Dear Student:

Thank you for your interest in applying for an internship in my office. I am pleased to see that you want to learn more about the political process.

An intern position in my District Office would consist of attending briefings, hearings and seminars, assisting with special projects, conducting research, assisting with administrative duties and responding to constituent inquiries.

Internships in my office are available year round. However, many students have taken advantage of internships through their college or university; which are often performed in exchange for college credit.

To qualify for these positions there are certain qualifications that my office will look for. First, preference is given to students who live in the 30th Assembly District. Secondly, all High School and College students are encouraged to apply. As the nature of our internships require a certain level of maturity and scholastic experience, students who have completed their first year of college will be given the highest priority. After all resumes and applications have been reviewed, you may also be asked to participate in a telephone interview.

For internships during the school year, my office is happy to be flexible on starting and ending dates and work hours in order to accommodate a student's schedule. It is the responsibility of the student to arrange course credit for a school internship if offered by their college or university.

Thank you again for your interest. The attached application should be filled out in its entirety and faxed to my District Office. Resumes and letters of recommendation may also be included with the application. Please fax these completed materials to our Intern Coordinator's attention, Richard Valle at (661)334-3796. Richard can be reached at the district office at (661)334-3745 should you have any questions regarding the application process.

Sincerely,

NICOLE M. PARRA
Member of the Assembly
30th District

ASSEMBLYWOMAN NICOLE M. PARRA
2003 INTERNSHIP APPLICATION

I. PERSONAL

FULL NAME: _____

Home Address: _____
(Street) (City) (State) (Zip)

Home Phone: (_____) _____

Cell Phone: (_____) _____

II. EDUCATION:

Name of Current School: _____

City and State of Current School: _____

Current level in school: _____ Date Degree expected: _____

Major (if applicable): _____ Minor (if applicable): _____

PREVIOUS EDUCATION:

Name and City of High School and Junior High School:

High School Name: _____

City: _____

Junior High School Name: _____

City: _____

III. PREVIOUS WORK/VOLUNTEER EXPERIENCE:

(Start with most recent position first. List the dates of employment, place of employment, job title and job duties. Use another sheet of paper if necessary.)

Dates	Place of Employment	Title	Duties

IV. EXTRA CURRICULAR ACTIVITIES: Please list your hobbies and other areas of interests

V. AIMS/PROFESIONAL GOALS: (Submit on a separate typed page)

Please write a paragraph describing your future career goals and how an internship in Assemblywoman Parra's office will assist you in obtaining these goals.

VI. REFERENCES: List the names and phone numbers of three references (Please include at least one personal and one professional reference)

1.) Name: _____

Phone Number:_____

2.) Name: _____

Phone Number:_____

3.) Name: _____

Phone Number:_____

PLEASE NOTE:

(You are welcome to submit a resume and cover letter along with this application)

Please Fax These Completed Materials

Attention: Richard Valle

(559)585-7175

Richard can be reached at (559)585-7170 with any questions